

Minutes

January 8, 2019- Board Meeting

On January 8, 2019, the Board of Trustees of the Lake County Public Water District met in a regularly scheduled meeting at the hour of 5:30 p.m. in the conference room of the District, 500 –17th Street, Zion, Illinois. Chairman Topcik opened the meeting at approximately 5:30 p.m. Upon the roll being called, Trustees Topcik, Mitchell, Monk, Walsh, Moe, and Jaeger were present. Trustee Ruchti was absent Also present were General Manager Don White, Administrative Assistant/Board Secretary Karen Johnston, and District Attorney Dan Kucera, via telephone.

Chairman Topcik then indicated that he would accept a motion to place the following items on a consent agenda and to accept that consent agenda. Chairman Topcik then asked for a motion to approve the consent agenda, which was made by Trustee Jaeger, and seconded by Trustee Mitchell. Chairman Topcik asked if discussion was desired for those items, as there was none, and upon the vote, the motion was carried unanimously.

- 4) Regular Minutes of December 11, 2018
- 5) Disbursements for January, 2019
- 6) Treasurer’s Report for December 31, 2018
- 7) Budget Report for December 31, 2018
- 8) End of month December 31, 2018 Monthly Operation Summation

OPERATIONS & MAINTENANCE ACCOUNT January, 2019 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Dec-18	2,071.15
2921	Federal Withholding Taxes	Dec-18	5,166.42
2922	IL Department of Revenue	Monthly Remittance	1,155.49
2923	WI Department of Revenue	Monthly Remittance	587.80
7205	FICA Withholding Taxes (ER Portion)	Dec-18	2,071.15
7255	Correll Co.	Pension - Dec-18	5,663.21
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	301.00
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	67.00
7222	Ace Hardware	Miscellaneous Supplies	90.94
7222	Aramark Refreshment	Coffee Service	228.21
7232	AT&T	Telephone Service - Dec-18	1,239.51
7235.2	Baillie, Anthony	Insurance Deductible Reimbursement	506.96
7235.2	Blue Cross/Blue Shield	Feb-19 Health Insurance	7,055.19
7243	Clark Dietz	Consulting Eng. Services	375.00
	Commonwealth Edison	Electricity - Dec-18	69.74
7225	Concentric Integration	2018-2019 Support Services	8,450.00

Minutes

January 8, 2019- Board Meeting

1	Correll Co.	Investment Services	692.00
7235.2	Dearborn National	Feb-19 Life/AD&D	63.00
7231	DeLage Landen Financial Services	Feb-19 Copier Lease	124.12
7211	Dynegy	Electricity - Dec-18	13,365.87
7235.2	Euclid Managers (Delta Dental)	Feb-19 Dental/Vision	488.98
7234	FedEx	Shipping Charges	51.46
7222	Grainger	Miscellaneous Supplies	118.96
7222	Hach Company	Lab Supplies	743.89
7241	Hamlin, James	Payroll Fees - Dec-18	267.63
7225	Hansen Associates	Feb-19 Copier Service Agreement	95.00
7223	Henderson & Son, Inc., J.J.	Remove & Replace Pump Base & Install Pump	9,027.51
7221	Hydrite	Chlorine Shipment	931.00
7225	Klean Korner	Janitorial Service Dec-18	565.00
7242	Kucera, Daniel	Legal Services Dec-18	2,790.00
7223	Lakeland Larsen	Elevator Maintenance	110.76
1	Nalco	Nalclear Shipment	5,077.88
7215	PDC Laboratories	Sample Testing	92.50
7235.2	Sun Life Financial	1st Qtr. 2019 Disability	2,033.47
7232	Verizon Wireless	Cellular Phone/Data Service	569.83
7235.2	White, Don	Deductible Reimbursement	204.52

FIRST BANKCARD

	Acct. 7225	Maintenance Contract	25.00
	Acct. 7232	Telephone Expense	66.98
	Acct. 7234	Office Supplies	607.76
	Acct. 7236	Transportation	111.77
	Acct. 7237	Meetings/Seminars	680.50
	Acct. 7238	Dues/Subscriptions	63.99
		Total First Bankcard	1,556.00
		Grand Total - Operations	\$73,863.63

Minutes

January 8, 2019- Board Meeting

R&R FUNDS

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7290	Krause Electrical Contractors	Zion Pump House Generator Replacement	11,767.50
		Grand Total - R&R	\$11,767.50

UNFINISHED BUSINESS

- ➔ **Zion Pump Station Generator** – General Manager White stated that Krause Electrical Contractors had countersigned the change order approved at the previous board meeting deducting \$3,000 for the installation of the sidewalk. General Manager White stated that Tom Foley, of Clark Dietz, reviewed the change order and lien waivers, and they met with his approval. In addition, Krause Electrical had submitted their last pay request of \$11,767.50, which, was on the January disbursements. General Manager White stated that this project has been closed out. Discussion of this subject followed.
- ➔ **Right of Ways- Redundant Raw Water Main** – General Manager White stated that neither he nor Bob Feffer had heard anything back from the IDNR regarding this project.
- ➔ **Video Security System** – General Manager White stated he spoke with two consultants this day, to see what benefit they could add to the project. One was recommended by Anixter, an equipment supplier. These consultants specialize in engineering of video access control systems. He further stated that he would email the consultant to obtain a proposal for pricing. He also discussed the project with Clark Dietz, who advised they have a branch that does this type of work as well. General Manager White stated he will also get a proposal from them. He indicated that he wanted to obtain pricing for a bid specification for this work.

General Manager White discussed the status of the grant through the State of Illinois for this project. He indicated that the District would not hear until March whether the District will be selected for the grant, and would probably not have any funds from that grant until around July. Discussion of this subject followed.

- ➔ **Alum Class Action** – General Manager White stated that Trustee Walsh had mentioned that this case had been settled. However, this is only for indirect suppliers (those that went through an agent). The District was a direct purchaser and there has been no determination made for those parties.
- ➔ **Solids Contact Unit #1 – One Year Inspection** – General Manager White stated that the J. J. Henderson and QAIC have been hesitating regarding the dates for the one-year inspection of this unit. By contract the inspection must be done by January 26, the one-year anniversary of acceptance of the coating of the tank. J.J. Henderson will have

Minutes

January 8, 2019- Board Meeting

representative here, but General Manager White was not sure whether or not QAIC would have representation at the inspection. J.J. Henderson advised QAIC that per the contract between these two entities, QAIC must have a representative at the inspection. General Manager White indicated that KTA-Tator will be performing the inspection, with a written report with pictures, which will be provided to both J.J. Henderson and QAIC. The report will advise whether any repairs will be necessary. Discussion of this subject followed.

NEW BUSINESS

- ➔ **3MG Tank Inspection** – General Manager White stated that he had included a copy of a proposal from Tank Industry Consultants (TIC) for the inspection of the 3MG tank. Attorney Kucera had reviewed the contract and had made suggestions regarding the insurance portion of the contract. General Manager White reviewed what work would be done at the inspection. Discussion of this subject followed. Trustee Jaeger made a motion to accept the proposal from TIC, subject to receiving an updated insurance certificate showing the District as an additional insured, which was seconded by Trustee Mitchell. Chairman Topcik asked if any further discussion was desired, as there was no further discussion, and upon the vote, the motion was carried unanimously.
- ➔ **R&R Estimates – Availability charge** – General Manager White provided the board with two charts regarding estimates for the R&R funding for the coming fiscal year including the revenue bond charges for the coming fiscal year as well. The estimates were based on three and four percent increases for the facilities cost. General Manager White stated that Clark Dietz would be updating the facilities cost figure in the next few months. Discussion of this subject followed.
- ➔ **Watercon Conference** – General Manager White included the estimated costs for travel, food, and lodging for the upcoming Watercon Conference in March. Trustee Jaeger made a motion to approve the expenses as presented, which was seconded by Trustee Mitchell. Chairman Topcik asked if any further discussion was desired. As there was no further discussion, and upon the vote, the motion was carried unanimously.

ATTORNEY

- ➔ **Regulation of Non-Travel Expense Reimbursement** - Attorney Kucera included a proposed policy for the board's consideration in response to a statute enacted by the Illinois legislature. This statute is regarding reimbursement to employees of local governments for expenses incurred for the benefit of the employer. Discussion of this subject followed. Trustee Walsh made a motion to approve the non-travel expense reimbursement policy presented by Attorney Kucera, which was seconded by Trustee Jaeger. Chairman Topcik asked if any further discussion was desired, as there was no further discussion, and upon the vote, the motion was carried unanimously.

Minutes

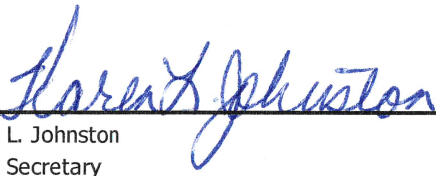
January 8, 2019- Board Meeting

- **Revision to Procurement Procedures Ordinance** – Attorney Kucera stated that the Illinois legislature had adopted an amendment to the Illinois Local Government Professional Services Act, effective January 1, 2019. The amendment increases the amount for the exception to the selection process from \$25,000 to \$40,000. In addition, it provides for future adjustments, based on the consumer price index. Attorney Kucera provided a proposed policy change to the District's Procurement Procedures Ordinance. Trustee Walsh made a motion to accept the changes to the Procurement Procedures Ordinance, as presented by Attorney Kucera, and using the most current index available as of April 30, which was seconded by Trustee Mitchell. Chairman Topcik asked if any further discussion was desired, as there was no further discussion, and upon the vote, the motion was carried unanimously.

MISCELLANEOUS –

- **Water Levels** – General Manager White stated that he had read an article regarding water use. He indicated that the article stated that the levels had declined to levels not seen since 1970. He discussed the article and the statistics in the article. Discussion of this subject followed.

Trustee Jaeger made a motion to adjourn the meeting, which was seconded by Trustee Mitchell. Chairman Topcik asked if any further discussion was desired, as there was no further discussion, and upon the vote, the motion was carried unanimously.

X 
Karen L. Johnston
Board Secretary